

MONTANA STATE PRISON
Internal/External
600 Conley Lake Road
Deer Lodge, MT. 59722

Job Title: Physician, Primary Care	Grade: 31
Position Number: 22756	Salary: \$110,000-137,500/annually
Classification Code: 291417	Bargaining Unit: None
Department: Corrections	Status: Permanent/Full-Time
Division: Montana State Prison	Hours: To be Determined
Supplement Required: Reference and Criminal Background Check authorization	

To Apply: Submit a State of Montana Application form to Montana State Prison, Personnel Office, 600 Conley Lake Road, Deer Lodge, MT. 59722. **This position is open until filled.** (Attach a copy of the required license or professional certificate when a degree is required and Reference and Criminal Background Check authorization form to application.) Application materials are available on the web at www.discoveringmontana.com.

Special Information: Upon employment, successful completion of Basic training for Prison Employees. Must be able to respond in the event of an emergency; must be able to work in a stressful, potentially dangerous environment. **LAUTENBERG AMENDMENT:** This position authorizes the incumbent to carry a firearm. Any person who has been convicted of a misdemeanor crime of domestic violence cannot lawfully possess a firearm or ammunition (Title 18, U. S. C. , Section 922(g)(91)). Candidate who have been convicted of a misdemeanor crime of domestic violence are not qualified for this position. Candidates under consideration will be required to certify whether they have ever been convicted of such an offense. False or fraudulent information provided by candidates is criminally punishable by fine or imprisonment (Title 18, U. S. C., Section 1001).

Typical Duties: Position is one of two physicians managing the provision of medical care for Montana State Prison (MSP), a men's prison which houses approximately 1,450 inmates. Position is responsible for providing direct primary care services, coordinating, directing and managing the inmate's total health care needs including making medically necessary referrals to non-primary care services. Position supports a primary care model, which includes preventive health measures and self-care in coordination with the Department's managed care/cost containment objectives. Position acts as preceptor for physician assistants and/or nurse practitioners. Assist the Medical Director and Chief of Psychological Services in the development of written protocols for the identification of the types of medical problems presented by inmates during incarceration, treatment and follow-up care to be provided on-site, and written standards to monitor the adequacy of services provided. Provide MSP administration information concerning the evaluation and medical assessment of inmates to ensure that inmates with medical problems are appropriately assigned housing, cleared for work or other institution programs. Provide MSP administration information concerning the evaluation and medical assessment of inmates to ensure that inmates with medical problems are appropriately assigned housing, cleared for work or other institution programs. Provide MSP administration information concerning the evaluation and medical assessment of inmates to ensure that inmates with medical problems are appropriately assigned housing, cleared for work or other institution programs. Conduct chart reviews of mid-level providers (physician's assistants and nurse practitioners) to ensure all direct care services/patient complaints are appropriately documented. Provides on-call coverage and call-out on a rotating basis. Actively participate in Continuous Quality Improvement (CQI) by offering clinical expertise and strategies for improvement. Actively participate in Pharmacy and Therapeutics Committee and Medical Review Panel activities. Provide assistance to Department's legal counsel in any litigation relative to medical care at Montana State Prison.

Qualifications: Skills in office procedures required. Correctional experience preferred. Knowledge and ability to determine the scope of lawful practice for each professional discipline used in the MSP health service delivery system and ability to effectively supervise others in the system. Knowledge of and ability to provide constitutionally acceptable levels of health care to inmates of a state prison as set forth by the National Commission on Correctional Health Care in their current *Standards*

for Health Services in Prisons. Knowledge of the basic principles of managed care goals and objectives and ability to apply those principles in cost containment. Able to evaluate and make objective, substantive recommendations to the Medical Director for improving the MSP health service delivery system. Able to establish guidelines, manage, give direction and implement standards for work performed at the infirmary. Able to work as part of a multi-disciplinary team including nursing, medical, dental and mental health. **Other:** This position is required to be on-call by telephone on a rotating basis. Position must live within a 50-mile radius of the facility.

Education & Experience: The above qualifications are typically acquired through a combination of education and experience equivalent to a Montana licensure as a physician, preferably with a family practice or internal medicine specialty. Three years experience in a clinic/hospital setting, including experience supervising mid-level practitioners. CLS/ATLS certification, or the ability to obtain certification upon employment is required. Licensed or able to be licensed to practice medicine in the state of Montana.

Immigration and Control Act: In accordance with the Immigration and Control Act, the person selected must produce within three (3) days of hire, documentation that he/she is authorized to work in the United States. Examples of such documentation include a birth certificate or social security card along with a driver's license or other picture I.D. or a U.S. passport or a green card.

Compensation: This position is classified as a Grade 31 on the state's medical professional's pay plan. The current annual salary is \$110,000 - 137,500/year, depending upon experience. Full-time state employees are also provided paid health, dental and life insurance. Other benefits include a credit union, a deferred compensation program, Public Employee's Retirement System, 15 working days annual leave, 12 days sick leave per year, paid holidays, and up to 15 days military leave with full pay per year.

Reasonable Accommodations: Under state and federal law qualified applicants with disabilities are entitled to reasonable accommodations. Modifications or adjustments may be provided to assist applicants to compete in the recruitment and selection process, to perform the essential duties of the job or to enjoy equal benefits and privileges of employment available to other employees. An applicant must request an accommodation when needed. If you need any such accommodation, contact the Personnel Office at (406) 846-1320.

Montana Compliance with Military Selective Service Act: You will be required to produce documentation showing you have complied with the Federal Military Selective Service Act. Examples of this documentation include a registration card issued by Selective Service or a letter from Selective Service that shows you were not required to register.

Application and Selection Process: Selection procedures to be used in evaluating applicants' qualifications may include an evaluation of the Montana State Application form; a structured interview; a performance test; reference checks and a background investigation. Application materials required are: Signed and complete State Application for Employment, (PD-25, Rev 12/93). Applicants claiming the Veteran's and Handicapped Person's Employment Preference (See State Application for Employment, PD-25) must provide verification of eligibility with the application materials. The required documentation includes a DD-214 or the SRS certification of Disability form.

A panel of job experts will review the application materials. Applicants will be notified of further selection procedures. If the hiring authority deems the number of applicants is insufficient to obtain the most qualified individual, the position will be reposted. If there are no qualified applicants for the position or a passing score is not met, a Training Assignment may be considered based on individual qualifications.

Tuberculosis testing is mandatory. Montana State Prison is a Tobacco Free Institution.

All new employees are subject to a minimum of 6 months probation.

This job posting is an advertisement for the solicitation of applicants for the position. It is not intended to represent a contract between the employer and the applicant selected.

Late, incomplete or unsigned applications will be rejected as incomplete and will not be considered.

**DEPARTMENT OF CORRECTIONS
AUTHORIZATION TO RELEASE INFORMATION**

Applicants Name: _____
(please type or print)

Other Names Used: _____

Social Security Number: _____

Date of Birth: _____

TO WHOM IT MAY CONCERN:

As an applicant for a position with the Department of Corrections, I am required to furnish information for use in determining my past work record.

I hereby authorize the Department of Corrections to contact any or all of my present or past employers and/or personal references. I also authorize the Department to conduct a criminal background check via a law enforcement agency and an abuse, neglect or mistreatment check through the Department of Public Health and Human Services. I release the Department, these employers and/or references from any liability which may relate to the information provided to the Department of Corrections. I understand that the purpose of this background check is for employment purposes only.

Have you ever been convicted of Domestic Abuse, either a Felony or Misdemeanor? If your answer is yes, please provide the date of the conviction and the jurisdiction in which the conviction occurred.

This authorization shall be valid and effective for one year from the date signed.

Applicant's Signature: _____

Date: _____